# WINTER ASSESSMENT WORKSHOP INFO FOR ALL ASSESSMENTS

DIVISION OF LEARNING AND INSTRUCTION

OFFICE OF ASSESSMENT & ACCOUNTABILITY

2022 SUMMATIVE ASSESSMENTS

# CONTACTS FOR SUPPORT

- **Jessica Ahlers**– 1% Population & Alternate Assessments

- **Beth Schiltz** – Accommodations & Supports

- **Yutzil Becker/Rachel Temple** – English Language Proficiency (ACCESS) Assessment

- **Chris Booth** –Science, Science-Alt, Math-Alt, ELA-Alt

- **(vacant)** – SD Math & ELA Assessments; Interim & Formative Assessments

- **Kasey Williams**– NAEP

- **Matt Gill** – Administrator for the Office of Assessment & Accountability

- **Jennifer Tschetter** – Asst. Administrator for the Office

# STAYING CONNECTED

- [DOEAssessment@state.sd.us](mailto:DOEAssessment@state.sd.us): Email to use when sending medical exemptions, security logs, requests to add students, appeals, and all other questions regarding test administration if unsure who to contact.

- There will be at least one DOE staff member in the office each day of the test window.

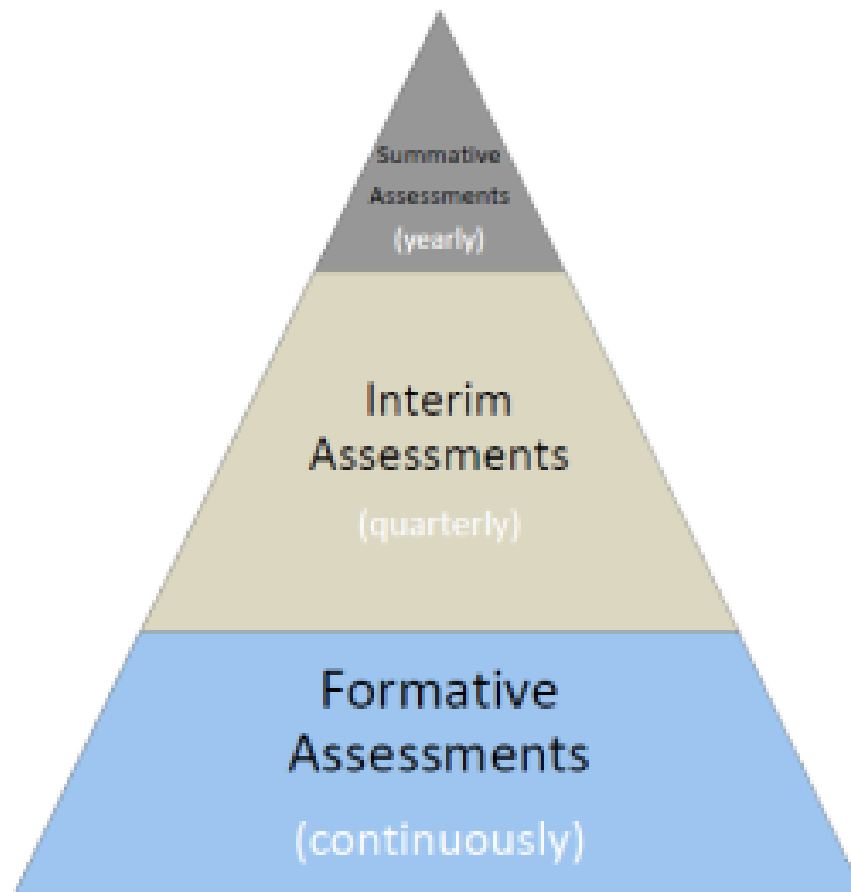- Email **Out of Office messages** will provide details regarding who to contact if someone is away from the office.

# ASSESSMENT BACKGROUND

# More about Testing

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## Balanced Assessment

Summative Assessments (yearly)

Interim Assessments (quarterly)

Formative Assessments (continuously)

**Summative**
- Feedback on progress towards school goals
- Establish broader school or grade/department level focuses

**Interim**
- Feedback on progress towards mastery of standards
- Allows for periodic adjustments to instruction
- Grade/department/classroom level focuses (e.g. PLCs)

**Formative**
- Feedback on student learning during instruction
- Allows for immediate adjustments to instruction
- Classroom level focuses

# SD Interim Assessment Top 5

1. **Aligned to SD Content Standards**

2. Interims can be used to inform where to go next

3. **Use interim assessment data to improve instruction**

4. Interims are practice and predictors for summative

5. **Free of charge!**

# Why Test?

- **Evaluate**:
  1. Instructional Emphasis
  2. Curriculum Breadth & Depth
  3. Breadth & Depth of Standards Covered

- **Equity** – are a specific group of students falling behind?

- Both **state and federal laws** require testing students in English/language arts, mathematics and science to ensure that all students are meeting college/career ready standards by the end of high school.

# ASSESSMENT OVERVIEW, REQUIREMENTS, LAWS, AND RULES

## STATE TESTING LAW

- **13-3-55**. **Academic achievement tests.**

- **Every public school district shall annually administer the same assessment to all students in grades three to eight, inclusive, and in grade eleven.** The assessment shall measure the academic progress of each student. Every public school district shall annually administer to all students in at least two grade levels an achievement test to assess writing skills. The assessment instruments shall be provided by the Department of Education, and the department shall determine the two grade levels to be tested. The tests shall be administered within timelines established by the Department of Education by rules promulgated pursuant to chapter 1-26 starting in the spring of the 2002-2003 school year. Each state-designed test shall be correlated with the state's content standards. The South Dakota Board of Education Standards may promulgate rules pursuant to chapter 1-26 to provide for administration of all assessments.

# STATE TESTING LAW

- **SDCL 13-3-84  Partially enrolled student required to take academic achievement test**
  - If a student is partially enrolled in a school district pursuant to § 13-28-41 or 13-28-51, and the student's enrollment is equal to or greater than fifty percent, **that student is required to take any academic achievement test administered by the school district pursuant to § 13-3-55**. If a student's partial enrollment in a school district is less than fifty percent, the student is not required to take any academic achievement test administered by the school district pursuant to § 13-3-55.

# PARTICIPATION EXPECTATIONS

- The expectation is all students will test

  - In progress tests transfer with the student

  - **No remote testing option available**, testing must be in person

  - Student must be enrolled at least 51%

  - Students who transfer in from out of state need to test

    - If in grades 3-8, and 11 (and grade 12 if they did not test last year)

    - Tests do not transfer between states

- Track any refusals

  - Refusals will be documented at the end of each test window with a test irregularity form

- If a school or subgroup falls below 95% participation, it impacts accountability

  - Determine the number of students required to bring the school up to the 95 percent bar. The students represented here are given a value of zero-point value.

# REQUIRED TESTS TO MEET STATE AND FEDERAL REQUIREMENTS

- **SD-English Language Proficiency Assessment (SD-ELP)**
  - **ACCESS 2.0 or ACCESS Alt** for English learners in grades K-12 until student reaches proficiency expectation

- **SD-Math** and **SD-ELA** (or **SD-Math-Alt** and **SD-ELA-Alt (MSAA))** for students in grades 3-8 and 11 for English language arts and math

- **SD-Science** or **SD-Science-Alt** for students in grades 5, 8, and 11

# TEST WINDOWS

- **SD-ELP**: January 24 - February 25, 2022

- **NAEP**: January 24 - March 18, 2022

- **Math, ELA, Science, & Science-Alt**: March 2 - May 6, 2022

- **Math-Alt & ELA-Alt**: March 14 - April 29, 2022

# IMPORTANT REMINDERS

- Pause Rule – 20 minutes

- Choosing the correct test

- Text-to-Speech vs. Read Aloud

- Checking tools, supports, and accommodations BEFORE the student starts the test

- Test Expirations – 10 days for PT

- Appeals

- Checklists and scripts

# Training Expectations

# Training Expectations

- Different expectations for each assessment

- **SD-ELP (ACCESS) -** requires training for test administrators when testing online, for kindergarten, and for ACCESS alternate.

- **Math-Alt & ELA-Alt (MSAA) -** training must be completed before test administrators can access the test directions.

- **SD math, ELA, science & science-alt assessments** have training for test administrators available as an online training module. This module is highly recommended for all proctors.  It is updated annually. (DEMO)

# Training Considerations

## Who can test?

- Certified
- In Teacher 411
- Email must be a valid school email for being entered into admin sites

## Why does it matter?

- Code of Ethics
- Currently employed
- Secure systems

An ounce of prevention is worth a pound of cure!

# Training Expectations

- Online Practice and Training Tests available for students and test administrators

  - Practice utilizing the various tools

- Numerous tutorials for the components of the Gateway are available to all educators.

# General Reminders

# General Reminders

- CAMPUS is our source for all testing information

| Infinite Campus | SD-STARS | TIDE |
|---|---|---|

- **Do not** contact Cambium help desks for missing students
    - Instead, contact DOEassessment@state.sd.us

# Infinite Campus

**Type** must be P for a student to be in the appropriate test system!

| Edit | Grade | Type | Calendar (Schedule Name) | Start Date | End Date |
|------|-------|------|--------------------------|------------|----------|
| 📝 | 04 | P | Baltic 49-1 17-18 Baltic Elem 4-5 (100%) | 08/21/2017 | |
| | Start Status: 00 Current Student<br>End Status: | | | | |
| 📝 | 03 | P | Baltic 49-1 16-17 Baltic Elem K-3 (100%) | 08/22/2016 | 05/19/2017 |
| | Start Status: 00 Current Student<br>End Status: 11 Student continues | | | | |
| 📝 | 02 | P | Baltic 49-1 15-16 Baltic Elem K-3 (100%) | 08/24/2015 | 05/20/2016 |
| | Start Status: 00 Current Student<br>End Status: 11 Student continues | | | | |

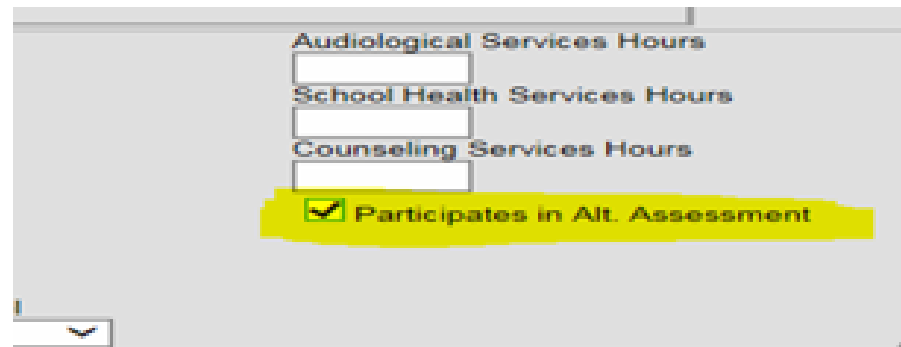Enrollment Editor

# Infinite Campus Checks

- Type marked as "P" for Primary
- Participate in Alt Assessment – for those who take alternate assessments
  - These students ONLY take the alternate assessments
- English Learner
- First Year in Country
  - Date entered US
  - Date entered US school
- 504 Plan
- IEP

# Alt Assessment Reminders

- Students test once

  - If the student's IEP indicates alternate assessment, then the student **does not** take SD-Math, SD-ELA or SDSA. They take MSAA and SDSA-Alt only.

- 1% Eligibility

  - Guidance for IEP Teams on Participation on the Alternate Assessment

# Alt Assessment Reminders

- The "participate in alt assessment" box must be checked in Campus for students taking alternate assessments.

  - Found on General Enrollment Information page

  - Students were pulled in December for MSAA.

  - Students taking SDSA-Alt are now in TIDE.

    - If they aren't marked appropriately, they will not be placed in the proper science assessment.

# English Learners

- Students identified as English learners are required to be assessed to determine progress in acquiring English skills so they can participate with their peers in the general classroom.

- ACCESS 2.0 is the language proficiency test

- Students who are first year in country will not take SD-ELA assessment.
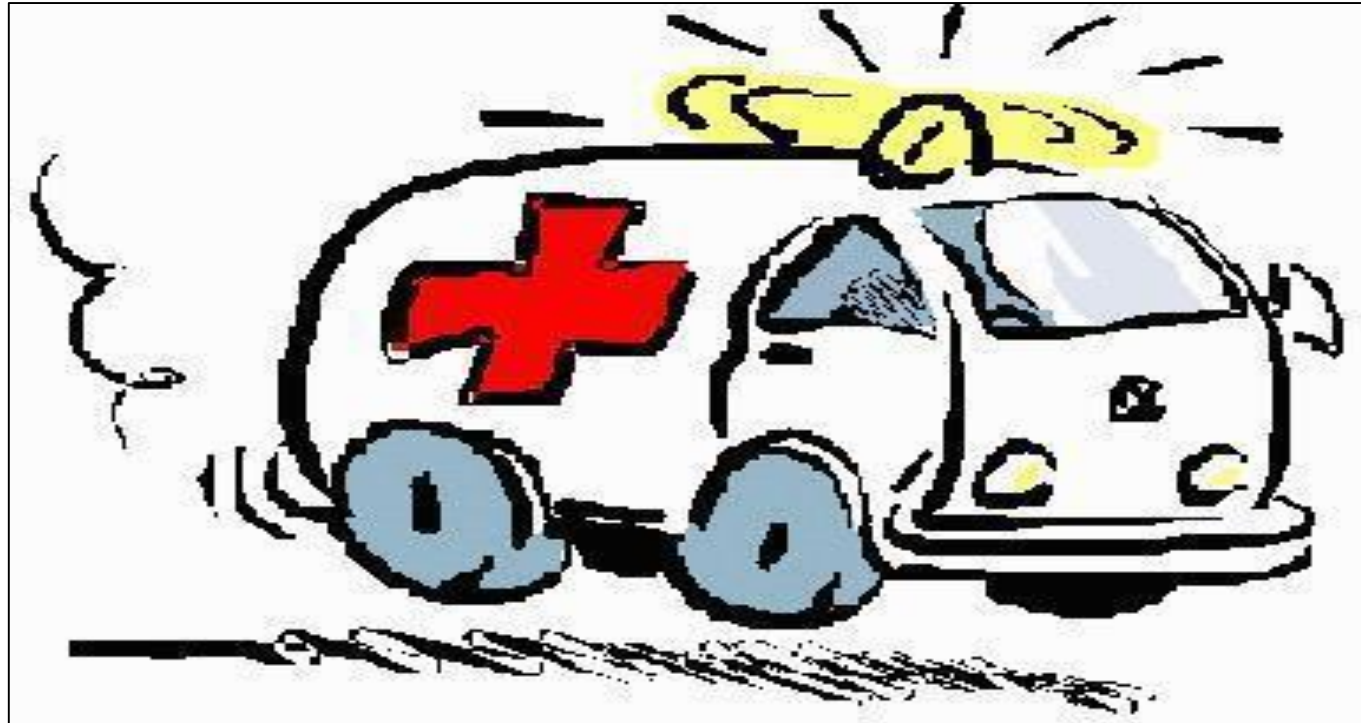
# First Year in Country

- First year in country students are exempt from taking SD-ELA or SD-ELA-Alt Assessments

- Data must be correct in Campus to get credit for being 1st year in country.

- Students must take SD-ELP (ACCESS) Assessment in place of the SD-ELA Assessment

- Students must take Math and Science (gr. 5, 8, 11) in order to be a participant.

# First Year in Country

- Math and Science are available in Spanish for 1st year in country students.

- Considerations for use:

  - Did the student have significant instructional opportunities in math and/or science in Spanish prior to coming to South Dakota?

  - Is the student Spanish literate?

  - Is the student receiving Spanish instruction for math and/or science?

  - How are supports addressed in the student's LAP?

# Medical Emergency

## MEDICAL EXEMPTIONS

In rare instances, a student may be unable to participate in any part of the assessment due to significant and documented and fully incapacitating medical emergency that extends through the end of each testing window.

## MEDICAL EXEMPTIONS

# Rule of Thumb

If the student can receive instruction; the student can participate in the statewide assessment.

# Examples

- A serious car accident

- Hospitalization

- Severe emotional trauma

- Placement in hospice care

  - Medical emergencies of this kind must be identified and verified in writing by a licensed physician and kept on file by the local district

  - The incident or condition must be so severe as to prevent the student from participating in instruction offered either at school, hospital, or at home through the end of each testing window

# CONDITIONS THAT <span style="color:red">DO NOT</span> QUALIFY FOR EXEMPTION

- Medical fragility

- District-provided home-based educational programs (student remain enrolled in district)

- Pregnancy

- Students with acute, short-term minor illnesses or injuries

- Students placed in correctional facilities

- Student or parent refusal

- Mental health conditions that permit the students to receive instruction

# MEDICAL EXEMPTIONS – SUBMISSION PROCESS

- Medical Exemption form will be on Assessment webpage under "Important Testing Documents".

- A form MUST be completed for each assessment that an exemption is being requested.

- Complete documentation is required.

- Only accepted after test window closes.

- Due no later than *May 13, 2022*.

Send by mail or email to:
SD DOE Office of Assessment
800 Governors Drive
Pierre, SD  57501
Or DOEAssessment@state.sd.us

# MEDICAL EXEMPTIONS – TO EXEMPT OR NOT…

1. Student is attending half days and receiving physical therapy in the afternoon for six weeks during the test window.

2. Student had a 4-wheeler accident and broke their arm.

3. Student is receiving treatment for cancer out of state.

4. Student is due to give birth on April 1.

- What additional information would you need to make an informed decision?

# TEST SECURITY

# Test Security

- Training is key to maintaining test security.

- Each assessment has different training expectations for staff administering the assessment.

- No personal communication devices can be on a

- student's person during a test session including
  a) cell phones,
  b) personal tablets,
  c) Smart watches, or
  d) other devices that could connect to social media.

# Test Security

- Social media is monitored by DOE and test providers

- SD is not the only state using the tests.

- Monitoring student test activity during test sessions can eliminate most issues.

- State law prohibits copying or other methods of distributing test materials.

- Handouts, physical materials, or instruction during a test session are security violations and result in invalidation of affected tests.

# TEST SECURITY

State Assessment Cheating Policy

- 13-3-56.1.     Cheating on academic achievement test-- Investigation. If the superintendent of a school district has  sufficient evidence that cheating occurred on a state-required  academic achievement test, the superintendent of the school  district shall investigate the circumstances. For the purposes  of this section, cheating is the unauthorized acquiring of  knowledge of the achievement test by a student or providing  unauthorized access to secure test questions or tampering or  altering of student answer sheets by school district personnel.  **Source:** SL 2007, ch 85, § 1.

# TEST SECURITY

- 13-3-56.2.  determination of cheating. Following the investigation, the  superintendent shall report the results of the investigation to the  secretary of the Department of Education. Upon receiving the report, the  secretary shall determine whether the alleged cheating occurred and, if  so, if it was severe enough to affect the results of the achievement test. If  the secretary finds that the cheating did occur, the affected score sheets  may not count and shall be discarded. The secretary shall also determine if  the cheating was severe enough to affect the school's adequate yearly  progress under the terms of the state accountability system established  pursuant to § 13-3-62. If the cheating was severe enough to affect the  school's adequate yearly progress, the secretary may determine that the  school does not meet adequate yearly progress for that school year. The  decision of the secretary regarding adequate yearly progress may be appealed to the South Dakota Board of Education.
**Source:** SL 2007, ch 85, § 2.

# TEST SECURITY

Testing Environment

- Cover any materials that could provide assistance to students.
- Do not allow backpacks to be under chairs.
- Collect cell phones, etc.
- Post testing in progress signs.
- Collect all scratch paper at end of a test session.
- No materials related to testing can leave the room where testing occurs.
- Interims should never be offered in the same session as a Summative.
- LAN school will interfere with secure browsers.

# TEST SECURITY

Security Levels of Concern

1. **Impropriety** – Unusual circumstance that has low impact on the individual or group of students who are testing and has a low risk of potentially affecting student performance on the test, test security, or test validity.

- Have an example to share?

Security Levels of Concern

2. **Irregularity** - an unusual circumstance that impacts an individual or group of students who are testing and may potentially affect student performance on the test, test security, or test validity. These circumstances can be contained at the local level.

- Have an example to share?

# TEST SECURITY

Security Levels of Concern

3. **Breach** – a test administration event that poses a threat to the validity of the test. Breaches require immediate attention and escalation to the Office of Assessment.

- Have an example to share?

# TEST SECURITY

Security Levels of Concern

Test Administration Manual – page 21 & 78

# TEST SECURITY

Documenting & Reporting Security Incidents

- Each test will have a Test Security Log posted at http://doe.sd.gov/Assessment/

- Submit to DOEAssessment@state.sd.us as needed with a final log submitted at end of test window.

- Follow the security expectations & procedures for **all tests as detailed in the TAM.**

# DOE SCHOOL VISITS

- DOE staff will be visiting school districts during the test window to monitor administration and test security practices.

- Evidence of staff training and test monitoring will be collected.

- Criteria for 2022 visits is based on critical issues that emerged in 2021 that impact the reliable and valid administration of tests.

- Visits could be surprise, in-person visits if administration issues emerge during testing.

# EVERY STUDENT SUCCEEDS ACT – TESTING TRANSPARENCY

# EVERY STUDENT SUCCEEDS ACT

## ESSA Requirements

- TESTING TRANSPARENCY.—

- (A) IN GENERAL.—At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the local educational agency will provide the parents on request (and in a timely manner), information regarding any State or local educational agency policy regarding student participation in any assessments mandated by section 1111(b)(2) and by the State or local educational agency, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

- At the present time, South Dakota law requires all students participate in required assessments.

# TESTING TRANSPARENCY

- Federal law that tests/testing dates are posted on school websites available for parents/guardians/families/public

- Include specific testing dates (interim and state-required assessments)
  - Testing Window
  - District testing dates

- Examples
  - State assessments for all content areas
  - NAEP
  - District benchmark assessments (SD Interim Assessments, MAP, AimsWEB, DiBELS)
  - ACCESS

- Information should NOT be "buried" on website

# EVERY STUDENT SUCCEEDS ACT

## Reporting Expectations

- Started in the 2017-18 school year, district and school websites must provide the following <u>state and local assessment information</u>:

- Subject matter assessed;

- Purpose for which the assessment is designed and used;

- Source of the requirement for the assessment; and

- Where such information is available:

  – Amount of time students will spend taking the assessment, and the schedule for the assessment; and

  – Time and format for disseminating results

# EVERY STUDENT SUCCEEDS ACT

## SDDOE Sample of Meeting Requirements

| Test | Grades | Test Window |
|---|---|---|
| **ACCESS 2.0 Screener** | All grades | Within 30 days of student enrollment |
| **ACCESS 2.0** | All ELL students grades K-12 | Last Monday in January through first Friday in March |
| **ELA & Math** | Grades 3-8 & 11 | Second Monday in March through first Friday in May |
| **ELA & Math Alternate** | Grades 3-8 & 11 | Third Monday in March through first Friday in May |
| **Science and Science-Alt** | Grades 5,8, & 11 | Second Monday in March through first Friday in May |

# EXAMPLE

## NWEA, SB, and DSTEP testing windows:

| Required testing | Tentative Timeline |
|---|---|
| NWEA pretest for all 3 subjects | September 7-14 |
| | |
| NWEA mid-year test for all three subjects | January 25-February 1 |
| DSTEP Science- 8th gr | Week of April 8-12 |
| Smarter Balance- ELA and Math | April 24- April 30<br><br>7th grade: April 24-25<br>8th grade: April 24-25<br>6th grade: April 29-30 |
| NWEA post test for all three subjects | May 3-10 |

# ASSESSMENT DATES REQUIRED ON DISTRICT WEBSITES

- Make sure your testing dates are on your website!

# REPORTING RESULTS TO FAMILIES

- **Families must receive student results as soon as practicably possible.**

- **SD-ELP** reports are sent to districts in May. Reports can be printed in home languages as needed through WIDA AMS.

- **SD Math and ELA Assessment** reports are posted within 3 weeks of test submission. Reports can be provided with final report cards.

- **SD-Math-Alt & SD-ELA-Alt (MSAA)** reports are provided to districts in mid-August for download.

- **SDSA & SDSA-Alt** reports will be provided after standards-setting in the summer.

**Reporting**

Student reports are distinct from the school accountability report card.

Parents/guardians have the right to know the results of student's tests.

Other than when there is a delay due to new tests, reports will be available shortly after testing is completed.

- A Report Card is not the same as student reports!

# Insights & Questions

- If an educator is administering a test, there needs to be annual training, no matter how many times a test has been given.

- Districts need to determine the best process for their needs.

- Where are the training resources?
  - ELA, Math, Science and Science Alt
    - SD Assessment Gateway hosted by Cambium
      - Manuals
      - Cambium-produced webinars
      - Scripts
      - Checklists
  - MSAA
    - https://www.msaaassessment.org/user?destination=tap-dashboard

# IMPORTANT REMINDERS

- Pause Rule – 20 minutes

- Choosing the correct test

- Text-to-Speech vs. Read Aloud

- Checking tools, supports, and accommodations BEFORE the student starts the test

- Test Expirations – 10 days for PT

- Appeals

- Checklists and scripts

# KEEPING IN TOUCH

- Questions? Contact DOEAssessment@state.sd.us

- Assessment Newsletter - Get weekly Assessment updates!

- Matthew.Gill@state.sd.us